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AUTHOR Hamblen, Ron
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ABSTRACT

This instructor's guide accompanies the self-paced student training modules on floor covering, available separately as CE 031 566. Introductory materials include a description of the components of the pre-apprenticeship project, discussion of teacher's role in students' completion of the modules, and scope and contents of Phase 2 training. Each of the 21 modules are briefly summarized according to this format: number of new vocabulary words; goal; performance indicators; overview and suggestions; description of any assignment(s) and/or job sheet(s) and listing of materials, tools, and equipment necessary to complete them; and supplementary references. An annotated bibliography contains references for further study and/or clarification of a topic. (YLB)

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PRE-APPRENTICESHIP

PHASE 2 TRAINING

Instructor's Guide

Floor Covering

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Floor Covering Instructor's Guide Writer:

Ron Hamblen

Technical Assistance:

Doug Dinsmore

Graphics: Ralph Bentley

Editorial, Proofreading and Pasteup:

Shannon Kracht, Debi Carroll

Typing:

Strandlien Typing Service

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Lane Community College

4000 E. 30th Avenue
Eugene, Oregon 97405
(503) 726-2200

Office of the President

July 27, 1981

On behalf of Lane Community College, I wish to express our pride and gratitude for the opportunity to participate in the development of the Pre-Apprenticeship training materials. We also wish to commend the Oregon Department of Education for its original concept and continued support; and, the Educational Linkages Component of the CETA Governor's Grant for funding.

The goals of this project are many, but none are more important than that of producing valid, understandable vocational curriculum material. We congratulate the tradespeople and production staff for thier accomplishments.

Finally, I recommend this material to anyone exploreing Pre-Apprenticeship as an entry into the vocational work world, with the hope and belief that it will go a long way toward producing skilled craftspeople who are dedicated to their work.

Sincerely,

Eldon G. Schafer

Eldon G. Schafer

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Phase II

INTRODUCTION

This is the second phase of a designed multi-phase project of pre-apprenticeship study. Phase II begins in earnest the development of manipulative skills essential to the trade. It re-introduces and elaborates on many of the tools, materials and equipment set forth in Phase I, and introduces projects and assignments designed to build trade knowledge and trade manipulative skills.

The project consists of three major components:

1) INSTRUCTOR'S GUIDE, containing a brief summary of each of the trade modules, including the materials, tools and equipment necessary to complete the Job Sheets and/or Assignments; an annotated bibliography for further study and/or clarification of a topic.

2) Self-paced LEARNING MODULES for student study. The modules are designed to impart trade knowledge and skills to the student. Each module is comprised of the following:
   a) Cover Sheet--lists module title, goals, performance indicators
   b) Study Guide--gives directions for completion of module
   c) Introduction (optional)--explains why the module is important
   d) Vocabulary--lists and defines any new trade terms or technical words necessary for understanding the module's content
   e) Supplementary References--details where to go for further study
   f) Information--provides information and graphics covering the module's topic(s)
   g) Self Assessment (optional)--provides students an opportunity to test their comprehension
   h) Assignment (optional)--enables students to research further into the topic
   i) Job Sheet (optional)--lists materials and tools necessary to complete the tasks which are designed to develop manipulative skill
   j) Post Assessment (optional)--enables the instructor to test student comprehension

3) SURVIVAL or COPING SKILLS MODULES have been developed to promote

social skills development. These 43 modules elaborate on the topics introduced in Phase I and cover such topics as: Losing your Driver's License, Death in the Family, Divorce, Time Management, Buying a Home, Maintaining Credit, and other social skills which have a bearing on the quality of work life and personal satisfaction.

IMPLEMENTATION

It is essential during Phase II that the student develop the skills necessary to perform the tasks of the trade as outlined and demonstrated in the modules. For this reason, the instruction should be conducted by a skilled craftsperson from the trade or occupation who has the necessary teaching skills.

At the completion of Phase II, the trainee will have enough experience with the occupation to decide whether to continue with the training into Phase III, which will ultimately represent a career choice and entrance into apprenticeship.

Recommendations for successful module completion

This phase of pre-apprenticeship study requires the student to develop job skills which will enable him or her to be a productive worker or to decide against pursuing the trade as a viable career choice. To that end, the instructor should:

1) Realize that skill-building and development is dependent on repeated physical performance and self-confidence.

2) Provide a setting in which students are encouraged to develop skills at their own individual pace. Assessments are designed as tests of comprehension, not as tests of skills or trade abilities.

3) Coordinate the use of materials, tools and equipment so that each student can fulfill his or her potential.

4) Ensure that each student practices the trade skills in the accepted manner, and practices enough to develop skills to a professional trade standard.

5) Make arrangements for visitations (to stores, shops, jobsites, etc.) and ensure that students participate fully.

6) Grade or comment on individual Assignments and Assessments, to ensure students are aware of their progress.

7) Ensure that the trade skills and knowledge presented in one module are fully understood by the student before allowing him or her to continue to subsequent modules.

SCOPE

Trades developed for study in Phase II include:

- Drywall
- Painting
- Plumbing
- Floor Laying
- Plastering
- Cement Finishing
- Tilesetting
- Bricklaying
- Parts Counter
- *Electrical
- *Welding
- *Auto Mechanic
- *Carpentry

* Adapted from previously developed ILS material.

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MODULE TITLE: Common Resilient Sheet Materials

NUMBER IN SERIES: 1st of 21

NEW VOCABULARY WORDS: 29

GOAL: Identification and explanation of common sheet covering materials.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers the roll sizes, how vinyl flooring is made, advantages and disadvantages, distinctions between inlaid and print vinyl sheet goods, the importance of reading the manufacturer's specifications and a brief summary of the different kinds of sheet floor covering materials available. The specifications of inlaid and print sheet vinyl materials are summarized at the end of the module. Since this module introduces so many new vocabulary words, it is suggested that extra time be devoted to the study of these words. One way to do this is to have the student print definitions and words on separate sets of 3 x 5 cards. Then these cards can be matched up to practice the vocabulary.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

There are two parts to this assignment.

#1: The student will have to examine pieces of vinyl sheet material to find differences among them.

#2: PRACTICAL APPLICATION. Using what has been learned in this module, the student is asked to make some decisions about what kind of sheet material would work in a dynamite factory: What would be best? What would be worst?

Materials:

A wide assortment of sheet goods samples.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

Floor Coverings.

"Easiest Way to Cover a Floor." McCall's. November. 1978.

MODULE TITLE: Common Resilient Tiles

NUMBER IN SERIES: 2nd of 21

NEW VOCABULARY WORDS: 4

GOAL: Identifying tiles used in floor laying and explaining how they are used.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module contains general information about all tiles and specific information about vinyl-asbestos tile, vinyl tile, vinyl composition tile, other kinds of tile used by the floor layer, advantages of tile and summaries of vinyl-asbestos, vinyl and vinyl composition tile. One way to review this material would be to have a discussion based on the comparison charts included in this module.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

This is a HANDS ON assignment. The student is asked to do experiments on the tile samples. These experiments will help the student learn first-hand about the characteristics of different types of tile. Materials:

AN ASSORTMENT OF SAMPLE TILES. (As many as possible.)

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

"Floor Tiles." Changing Times. June 1980. pp. 64-66.

"Floor Tiles." Consumers Research Magazine. January 1979. pp. 29-30.

MODULE TITLE: Common Adhesives.

NUMBER IN SERIES: 3rd of 21.

NEW VOCABULARY WORDS: 10

GOAL: Identification of common adhesives and explaining how they are used.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module contains a chart listing different floor types and problems associated with each of them. Adhesives are discussed in terms of categories such as flammable, non-flammable, water soluble, waterproof, epoxies, etc. Both the characteristics and uses of the adhesives are discussed. If possible, a field trip could be arranged to allow the student(s) to see adhesives being used.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

PART #1: The student determines correct ways to use adhesives.

PART #2: The student determines the correct adhesives to use. To make this assignment as strong as possible, a wide range of adhesives and materials should be supplied to the student.

Materials:

3 kinds of adhesives

3 samples of floor covering materials.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

Resilient Coverings Workbook.

Training Manual. Southern California Floor Covering Joint Apprenticeship and Training Committee.

MODULE TITLE: Common Carpet Materials

NUMBER IN SERIES: 4th of 21

NEW VOCABULARY WORDS: 7

GOAL: Identifying common carpet materials and being able to explain common uses of these materials.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module is a basic introduction to carpet materials. It covers wool, nylon, polyester, polypropylene and acrylic as the major groups of fibers. Factors of carpet construction such as density, pile height and various yarn treatments are covered. Distinctions are made between woven and tufted carpeting. Different types of tufting are described and illustrated. Ways of adding color and backings are discussed. A field trip to a carpet store after completing this module and the one on paddings would reinforce the information contained in the module. If conducting a field trip, you might want to have the students prepare some questions to ask the store personnel.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

The assignment is an opportunity for the student to closely examine what goes into making carpet. The student is asked to determine if the carpet samples are woven or tufted, type of loop construction, type of fiber and pile height. There is space for additional categories which the instructor can supply, or this can be left to the discretion/imagination of the student. Materials:

As many sample carpet pieces showing the variety of materials and styles as possible.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

The Essentials of Modern Carpet Installation.

Carpeting Floor Covering Workbook. pp. 13-18, 97-124.

MODULE TITLE: Common Padding Materials

NUMBER IN SERIES: 5th of 21

NEW VOCABULARY WORDS: 3

GOAL: Identifying common carpet paddings and explaining how they are used.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module discusses the function of padding, padding materials (hair, combination, foam, jute, rubber, urethane) and the uses of each type of padding. A field trip to a carpet store after completion of this module and the one on carpet materials would reinforce the information contained in the module. If conducting a field trip, you might want to have the students prepare some questions to ask the store personnel.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

The assignment is an opportunity for the student to closely examine the different types of padding materials in terms of what they do (how they wear), how they are made, the strengths and weaknesses of the different materials.

Materials:

samples of different types of padding materials
fire extinquisher
open space to conduct a flammability test.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

The Essentials of Modern Carpet Installation. pp. 96-107.

Carpeting Floor Covering Workbook. pp. 19-22.

MODULE TITLE: Common Plastic Laminates

NUMBER IN SERIES: 6th of 21

NEW VOCABULARY WORDS: 9

GOAL: Identifying common plastic laminates and explaining their common uses.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers the advantages and disadvantages of plastic laminates, the variety of decorations available, how they are made and the 3 basic grades of laminate materials (including the most common uses for them). A good reinforcement activity would be a field trip to a shop where things are built with plastic laminate materials. You might also have students prepare some questions before making the visit.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

The assignment asks the student to test different brands and grades of laminate for qualities which are discussed in the module. The precise things that are to be tested are not stated in the assignment. This can be supplied by the instructor or by the individual students. Materials:

Samples of plastic laminate, including several different brand names and different grades.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

Resilient Coverings Workbook. pp. 243-248.

MODULE TITLE: Surface Preparation

NUMBER IN SERIES: 7th of 21

NEW VOCABULARY WORDS: 9

GOAL: Identifying floor surface flaws and the demonstration of surface preparation techniques.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: Repairing wood floor and concrete floors is covered in this module. The use of underlayment when a floor cannot be repaired is also covered. You may also wish to contact some local contractors. You can let them know that you have students who would like to see actual work being done and ask them to contact you if an opportunity arises.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to prepare a sheet of plywood. This sheet should have several flaws in it. As an optional task, the student is asked to repair a concrete surface. Materials:

plywood to be used as underlayment
2 x 4s
tools for working with wood and/or concrete

SUPPLEMENTARY REFERENCES:

"How to Lay Resilient Flooring." The Family Handyman. 1981.

The Essentials of Modern Carpet Installation. pp. 170-175.

MODULE TITLE: Basic Layout

NUMBER IN SERIES: 8th of 21

NEW VOCABULARY WORDS: 4

GOAL: Identify, explain and demonstrate common techniques of layout for common floor covering materials.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: The areas covered in this module include: Determining the size of the space, making a sketch, special considerations for estimating materials, planning for the direction of pile or pattern, planning for cutting out the needed pieces, marking pieces to be cut, cutting and laying out the pieces. If possible, arrange to have the students see these steps being performed by professionals before they do the Job Sheet.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to perform all of the basic planning and layout steps, then to mark and cut the supplied materials. The student is asked to describe what will be done before it is done. You may be able to catch "obvious" errors by reviewing this component of the module. Materials:

Rolls of paper to be used by the students as practice materials--newsprint, butcher paper, wall paper are all good materials to use, and some of these may be obtainable at no cost.

SUPPLEMENTARY REFERENCES:

Carpet Training Manual. Southern California Joint Apprenticeship and Training Committee. Chapters "P" and "J".

MODULE TITLE: Installing Wall Base and Cutting Tile

NUMBER IN SERIES: 9th of 21

NEW VOCABULARY WORDS: 5

GOAL: Identifying the steps of installing wall base and tile cutting; installing wall base and making tile cuts.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module contains instructions for two separate activities:

1. Cutting, fitting and installing wall base materials.
2. Cutting, fitting and installing resilient tile.

You may wish to deal with the module in two separate parts by having the Job Sheet assignments done at different times.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

There are two separate parts to the Job Sheet. One part deals with cutting, fitting and installing wall base materials. The second part deals with making simple tile cuts using the different methods of cutting resilient tile.

Materials:

- wall base pieces
- premade corners
- K utility knives
- different types of tile
- tile cutter

SUPPLEMENTARY REFERENCES:

Resilient Floor Coverings Workbook. pp. 127-160, 193-195.

Complete Do-It-Yourself Manual. pp. 352-364.

MODULE TITLE: Spreading Adhesives

NUMBER IN SERIES: 10th of 21

NEW VOCABULARY WORDS: 0

GOAL: Identify and select the steps involved in spreading adhesives and be able to do them.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, an Assignment and a Post Assessment.

OVERVIEW AND SUGGESTIONS: The module's focus is on spreading adhesives for tile installation. The techniques and knowledge of materials may, of course, be adapted to other uses of adhesives. Both trowel and roller spreading techniques are covered in this module. You may wish to have students review this module when they are aksed to use adhesive materials in other modules.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

In Part A, students are asked to demonstrate spreading techniques with a notched trowel and a roller. In Part B, students are asked to decide on the proper adhesives for two different types of tile. This part can be accomplished by visiting a retail outlet or it could be done in class if you can provide labels for different adhesive products. Materials:

notched trowel and roller
tile samples
adhesive materials

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

None.

SUPPLEMENTARY REFERENCES:

Resilient Floor Coverings Workbook. pp. 127-160.

Carpeting Floor Coverings Workbook. pp. 101-104, 115-124.

MODULE TITLE: Installing Vinyl-Asbestos Tile

NUMBER IN SERIES: 11th of 21

NEW VOCABULARY WORDS: 2

GOAL: The student will install vinyl-asbestos tile.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers special layout problems such as a geometric process for making a perpendicular line (to divide a room into parts), layout for a circular room, diagonal layout, making and moving a 45° guideline and installing border tile. It would be much easier for students to study this material if they could have a chance to see these things being done both before and after doing the module.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

Students are asked to plan the layout for a diagonal installation of tile. They are asked to do the installation of a square layout pattern. Materials: Everything required to install vinyl-asbestos tile.

SUPPLEMENTARY REFERENCES:

Carpet Training Manual. Southern California Joint Apprenticeship and Training Committee. pp. P-6 to P-9.

Resilient Floor Coverings Workbook. pp. 127-129, 133-135, 145.

MODULE TITLE: Seaming Sheet Goods

NUMBER IN SERIES: 12th of 21

NEW VOCABULARY WORDS: 9

GOAL: Identifying the steps in seam cutting and straightedge trimming for sheet goods, and the executing of these steps.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers the need for planning, how to make a double cut, how to match a pattern for cutting, different types of seams, some cutting tools and hints on using them and a presentation of the general steps for making and sealing a seam for sheet goods. The vocabulary words are tricky for this module, and the best way to learn them would be to see the concepts described by the words actually being applied.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

This Job Sheet asks the student to complete several different types of seams. The learning element can be enhanced by having several pieces of sheet goods, each piece of which will require slightly different application of the techniques to achieve a successful seam. Materials:

pieces of sheet goods and seam sealing kits for each (if different types are needed)

cutting tools

SUPPLEMENTARY REFERENCES:

Resilient Floor Coverings Workbook. pp. 175-192.

Carpet Training Manual. Southern California Joint Apprenticeship and Training Committee. pp. T-1 to T-5.

MODULE TITLE: Installing Sheet Covering

NUMBER IN SERIES: 13th of 21

NEW VOCABULARY WORDS: 0

GOAL: The student will install sheet covering on a surface.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module reviews the basic steps of layout, trimming and fitting sheet goods. A procedure for marking sheet goods that will be installed in an irregular room is covered in detail. Before the students start cutting sheet goods, you may want to have them review other modules. There is a space on the Job Sheet for the student to describe what will be done. If you review this before the student proceeds, some problems may show up that can be corrected before the sheet goods are cut.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to sketch an irregular room and then transfer these measurements to a sheet of floor covering material. The second part asks the student to install sheet goods. This second part does not have to be in an irregular room. Part 1 could have the student plan a very complex installation, and Part 2 could be an actual installation in a much simpler room. Materials:

Tools and sheet material to install sheet covering on a surface.

SUPPLEMENTARY REFERENCES:

Resilient Floor Coverings Workbook. pp. 19-24, 111-126, 167-186.

"How to Lay Resilient Sheet Covering." Family Handyman. pp. 37-39.

MODULE TITLE: Installing Tack Strip

NUMBER IN SERIES: 14th of 21

NEW VOCABULARY WORDS: 0

GOAL: Identifying and demonstrating the steps for installation of tack strips.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers the types of tack strip, common tools, and the steps for installing on wood and concrete. It would be helpful if students could observe professionals installing tack strip on nonwood surfaces.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to practice installing on wood and concrete surfaces and then to install strip for an entire room. Materials:

samples of the basic types of tack strip

tools and materials for installing tack strip

SUPPLEMENTARY REFERENCES:

The Essentials of Modern Carpet Installation. pp. 108-117.

Carpeting Floor Covering Workbook. pp. 89-90.

MODULE TITLE: Installing Padding

NUMBER IN SERIES: 15th of 21

NEW VOCABULARY WORDS: 0

GOAL: Identifying all of the steps involved in installing padding and then executing those steps.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers estimating the amount of padding needed, cutting the padding, layout of the padding, layout of the padding, piecing padding, stretching padding, attaching padding to the floor and a discussion of padding for use on stairs. To enhance this module, you could ask local contractors to save pieces of carpet/padding from replacement installations as examples.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to do several tasks related to installing carpet such as fitting a piece around a pipe, seaming, installing pieces on concrete and wood.

Materials:

Fiber and foam types of padding material and the tools required to install them.

SUPPLEMENTARY REFERENCES:

The Essentials of Modern Carpet Installation. pp. 96-107.

Carpeting Floor Covering Workbook. pp. 19-22, 93-96.

MODULE TITLE: Cutting, Trimming and Seaming Carpet

NUMBER IN SERIES: 16th of 21

NEW VOCABULARY WORDS: 1

GOAL: Identifying the steps of cutting, trimming and seaming carpet materials and cutting and seaming these materials.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module covers some carpet cutting tools, binding carpet by sewing and with tape, various common sewing stitches used in carpet seaming, the steps involved in using seaming tapes and trimming and finishing. If seaming machinery is available, this would make a nice addition to the hands-on parts of this module.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

Students are asked to practice various seaming stitches and to make seams using various procedures. Materials:

carpet pieces
cutting tools
seaming materials and equipment

SUPPLEMENTARY REFERENCES:

Carpet Floor Covering Workbook. pp. 27-78.

The Essentials of Modern Carpet Installation. pp. 51-87.

MODULE TITLE: Using the Knee Kicker and the Power Stretcher

NUMBER IN SERIES: 17th of 21

NEW VOCABULARY WORDS: 0

GOAL: Identifying the steps of using a knee kicker and a power stretcher and executing these steps.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: The steps for using a knee kicker and a power stretcher are covered in this module. The module also discusses some of the things that can control the amount of stretch, locking carpet onto tack strip, etc. Students may only have to work with one model/size of each of these tools, but it would broaden the learning experience if other models/sizes were available for them to examine.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to install a piece of carpet, including all preparation and finishing work. The installation does not have to be room-size. Materials: Everything necessary to install carpet.

SUPPLEMENTARY REFERENCES:

The Essentials of Modern Carpet Installation. pp. 119-141.

MODULE TITLE: Installing Carpeting

NUMBER IN SERIES: 18th of 21

NEW VOCABULARY WORDS: 2

GOAL: Install both regular and glue-down carpet materials.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module includes information for installing tufted and woven carpet by stretching and the steps for installing glue-down carpet, including the roll-in method, making cross seams and fitting to the wall. Installing Reversible Chenille carpet is also discussed. You may wish to have the students write out what they will do. This can be reviewed, and students can reread any modules necessary to improve weaknesses.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to install at least 3 different types of carpet material. This includes all phases of the installation process. Materials:

tools and equipment for room-size installations

different types of carpet material

SUPPLEMENTARY REFERENCES:

The Essentials of Modern Carpet Installation. pp. 130-185.

Carpeting Floor Covering Workbook. pp. 97-124.

MODULE TITLE: Measuring and Cutting: Plastic Laminate and Metal Trim

NUMBER IN SERIES: 19th of 21

NEW VOCABULARY WORDS: 0

GOAL: Identifying the steps for measuring and cutting plastic laminates and metal trim and executing these steps.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, 2 Job Sheets and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module provides information on choosing the most economical size to be cut, layout and marking procedures, general rules for cutting, and some common laminate cutting tools. This module also covers measuring and cutting metal trim, making corners, and some of the different kinds of metal trim available. It would be helpful if scrap pieces of laminate and metal strip could be provided for practice purposes.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

As separate tasks, students are asked to plan the installation of plastic laminate and metal trim and to make different kinds of corners using at least 3 different types of metal trim. Materials:

sheets of plastic laminate in several sizes

as many different types of metal trim as you can get

SUPPLEMENTARY REFERENCES:

Resilient Coverings Workbook. pp. 29-31, 199-202.

MODULE TITLE: The Router and Other Power Tools

NUMBER IN SERIES: 20th of 21

NEW VOCABULARY WORDS: 0

GOAL: Identifying common power tools and using the router tool with plastic laminate.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module discusses the router in detail and some other power tools used by the floor layer in general. Steps for the operation of the router in trimming and making seams are covered. If a visit has not already been made to a factory where laminate materials are installed, now would be a good time to plan such a field trip.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to prepare, install and finish pieces of laminate. These may be scrap pieces. The full surface need not be covered, just so long as the student is able to finish at least 2 edges. Materials:

Scrap pieces of laminate and a surface on which they can be installed (a box that can be turned so the student can practice working at different angles is suggested).

SUPPLEMENTARY REFERENCES:

Resilient Floor Coverings Workbook. pp. 46-47.

Carpeting Floor Covering Workbook. pp. 45-46.

MODULE TITLE: Installing Plastic Laminate

NUMBER IN SERIES: 21st of 21

NEW VOCABULARY WORDS: 2

GOAL: Installing laminate on a surface.

PERFORMANCE INDICATORS: The student will successfully complete a Self Assessment, a Job Sheet and a Post Assessment.

OVERVIEW AND SUGGESTIONS: This module discusses installing laminate on a counter top and laminate adhesives (both contact and pressure drying types). Students should review the other modules on plastic laminate materials if they have any problems describing the steps of planning an installation.

ASSIGNMENT(S) DESCRIPTION AND MATERIALS REQUIRED:

None.

JOB SHEET DESCRIPTION AND MATERIALS AND TOOLS REQUIRED:

The student is asked to plan for and install laminate on a surface which is picked by the instructor. Materials:

Plastic laminate and the tools and equipment needed to install it.

SUPPLEMENTARY REFERENCES:

Resilient Covering Workbook. pp. 243-249.

BIBLIOGRAPHY

CARPET TRAINING MANUAL

Southern California Carpet Linoleum and Soft Tile Crafts Joint Apprenticeship Training Committee.

Contains much good information on carpet and carpet installation. The planning and presentation of the information may be hard for a student to follow.

COMPLETE DO-IT-YOURSELF MANUAL

Reader's Digest Association
Pleasantville, NY
1973

An extensive, general purpose manual for the do-it-yourself person.

"Easiest Way To Cover A Floor."
McCALL'S MAGAZINE
November, 1978

Installation tips for the do-it-yourself person.

BIBLIOGRAPHY

THE ESSENTIALS OF MODERN CARPET INSTALLATION.
D. J. Duffin
Van Nostrand Reinhold Company
New York, NY
1962

A comprehesive guide to the basic and finer points of working with carpet materials. A workbook and training guide to accompany this book are available from the publisher.

FLOOR COVERING WORKBOOK, PART 2: CARPETING
California Sate Department of Education
Sacramento, CA
1972

A good basic manual for introducing the concepts needed to work with carpeting materials.

FLOOR COVERING WORKBOOK, PART 2: CARPETING
California State Department of Education
Sacramento, CA
1966

An earlier edition of the 1972 book listed above. Still contains some worthwhile information.

BIBLIOGRAPHY

FLOOR COVERING WORKBOOK, PART 1: RESILIENT COVERINGS
California State Department of Education
Sacramento, CA
1973

A good basic manual for introducing the concepts needed to work with resilient sheet and tile materials.

"Floor Tiles." CHANGING TIMES MAGAZINE
June, 1980
pp. 64-66

Discusses advantages and disadvantages of different kinds of resilient tile from the consumer's viewpoint.

"Floor Tiles." CONSUMERS' RESEARCH MAGAZINE
January, 1979
pp. 29-30

A testing laboratory evaluation of vinyl and vinyl-asbestos tile.

BIBLIOGRAPHY

FURNITURE LAYOUT PLANNING KIT (CD-2245-9795)
A "Home Expressions" publication from Armstrong Carpet Studio
n.d.

Kit contains cardboard shapes in a 1/4" to 1' scale. The shapes can be used with graph paper to plan a room or other layout.

HOW TO BUY RESILIENT FLOORING
Armstrong Cork Company
Lancaster, PA
1980

Booklet providing general information for the retail shopper about resilient sheet and tile products of the company.

HOW TO INSTALL 12'-WIDE SEAMSAVER (TM)
Armstrong Cork Company
Lancaster, PA
n.d.

Pamphlet with instructions for installing, includes instructions for sketching, recording and transferring measurements.

BIBLIOGRAPHY

"How To Lay Resilient Flooring." THE FAMILY HANDYMAN MAGAZINE
January, 1981

Installation tips designed for the more knowledgeable do-it-yourself person.

AN ILLUSTRATED GUIDE TO INSTALLING . . .RESILIENT FLOORING
Armstrong Cork Company
Lancaster, PA
1980

Pamphlet giving step-by-step installation procedures for two types of resilient sheet goods manufactured by the company.

OCCUPATIONAL HEALTH AND SAFETY, A MANUAL FOR FLOOR COVERING APPRENTICES
J. Bertinuson
S. Weinstein
The Occupational Safety and Health Administration
United States Department of Labor
1976

Presents and discusses common dangers (chemical, physical, safety) in terms of causes, symptoms and prevention.

BIBLIOGRAPHY

PEBLON TILE: GENERAL PROPERTIES AND USES
Vida Mosaic Company, Inc.
San Francisco, CA
n.d.

Information sheet providing basic specifications (sizes, uses, restrictions) for a product of the manufacturer.

SEAM SEALING KIT PROCEDURES . . . S-820
Armstrong Cork Company
Lancaster, PA
1977

Pamphlet giving step-by-step instructions for seaming specific products manufactured by the company.

YES, YOU CAN DO IT YOURSELF
Mannington Mills, Inc.
Salem, NJ
n.d.

Pamphlet of instructions for estimating, floor preparation, measuring, cutting, installing and seam sealing of the manufacturer's sheet goods.